

# Ft. Huachuca Commercial Activities Steering Committee Meeting

12 April 2000  
0830-1030 hrs  
Alvarado Hall

# CA Steering Committee Meeting

## 12 April Agenda

- Opening Comments - COL Boardman
- CA Process Overview Training - Terry Rayback KPMG
  - Training Objectives:
    - Understand the Commercial Activities Study Process
      - Major phases
      - Required Documents
    - Understand Roles and Responsibilities of Steering Committee
  - Combined CA Study Plan Schedule
    - Future Steering Committee Meetings

# CA Steering Committee Meeting

## 12 April Agenda

- Steering Committee Issues
  - Resourcing the CA Effort - Matt Walsh
  - TRADOC Acquisition Strategies - Gloria Golden
  - Residual Organization Positions - Matt Walsh/Judy Max
- AG Study Issues - Judy Max
- Closing Remarks - COL Boardman, Steering Committee Members

# Opening Comments

## Steering Committee Roles/ Responsibilities

- Identify functions to be included/excluded
- Review documents requirements/  
workload/metrics
- Approve major changes to existing  
processes
- Coordinate actions
- Implement personnel actions
- Review for legal sufficiency

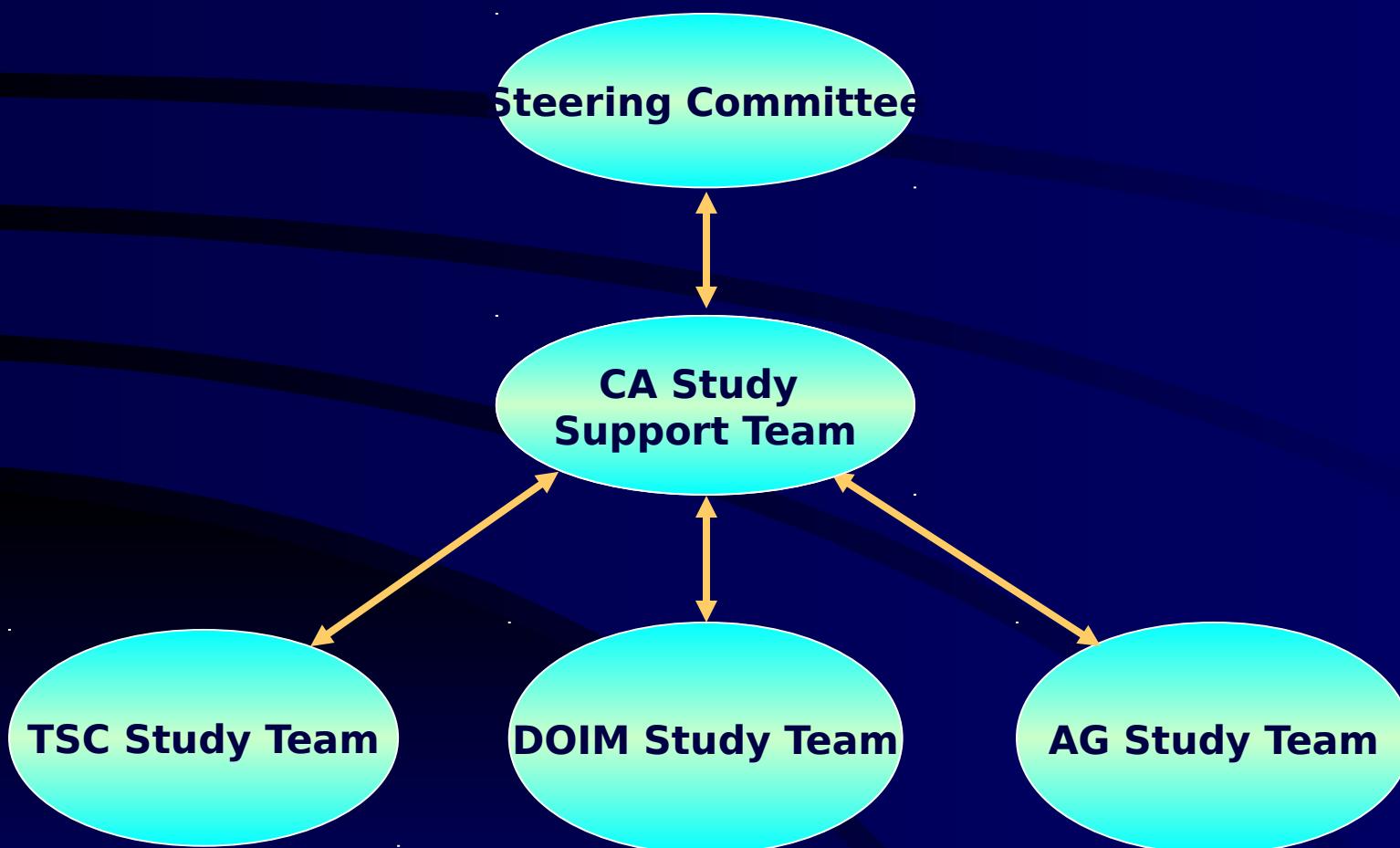
# Opening Comments

## Steering Committee Members

- Chair - Garrison Commander
- Voting Members
  - Garrison Commander
  - 111th MI Brigade Commander
  - Deputy for Futures
  - Director, Continuous Learning
- Non-Voting Members
  - CA Coordinator
  - Study Team Leaders
  - DRM
  - DOC
  - CPAC
  - SJA
  - PAO

# Opening Comments

## Forming the Team



# CA Process Overview

## Training

### Mr. Terry Rayback - KPMG



# CA Study Plan Schedule

## Future Steering Committee Meetings

- Overall plan milestones set by TRADOC
- Data collection shortfalls will drive some schedule slippage.....21 April TRADOC decision
- Future Steering Committee meetings
  - Week of 8-12 May review PWS for functions and levels of support
  - Week of 22-26 May review PWS for metrics and workload data
  - Week of 5-9 June final review of PWS and QASP



# Steering Committee Issues

## Resourcing the CAI

Installation	CA Coordinator	Phone (DSN)	#CA Studies	Full Time Personnel	Comments
Ft. Lewis	Bob Altig	357-0124	5	19	DPW = 12 FT internal resources
Ft. Drum	Dave Sinclair	341-5223	4	13	3 of 4 at SSEB - 6 FT in mission area plus significant PT participation
Ft. Riley	Craig Stremel	856-2138	4	9	All studies at SSEB
Ft. Bragg	Isaiah "Charlie" Langford	236-0339	6	6	Plus additional FT (#?) resources on the study team
Ft. Leonard Wood	Bill Kincaid	676-7316	6	7	
Ft. Rucker	Kathy Shaw	558-3481	3	6	
Ft. Sill	Margaret Jacks	639-2911	4	4	Three (3) person %50+ on the study team level
Ft. Benning	Bob Hight	835-3851	4	3	
Ft. Lee	Charles McMillan	539-0968	4	3	DPW = 21 MY effort & counting
Ft. Gordon	Rod Thompson	780-8751	3	3	Four (4) others at %50 + on the study team level
Ft. Bliss	Tony Moraga	978-5259	4	2	Four (4) others at %70 + on the study team level
Ft. Leavenworth	Robert Bristow	552-1676	3	1	
Presedio, Monterrey	Santoro Salemo	878-6646	2	1	One (1) additional resource at %50 at study team level
Ft. Knox	Larry Bolls	464-5711	5	0	Four (4) others at %50 + on the study team level
Ft. Eustis	Cecil Bishop	927-2766	4	0	Plus two (2) person %50+
Ft. Jackson	Mark Kyle	734-4521	4	0	
Carlisle Barracks	Dwight Wimer	242-3344	3	0	One (1) additional resource at %80 at study team level
Ft. Huachuca	Matt Walsh	821-2585	3	0	
Ft. Monroe	Bill Mee	680-3192	3	0	Three (3) person %50+
Redstone Arsenal	Tom Self	746-2201	0	0	TRADOC School/AMC Installation

Several  
FT  
people  
per study

1st Tier

FT Lee  
-Actual  
level of  
effort

2nd Tier

3rd Tier

# Steering Committee Issues

- **Resourcing the CA Effort**
  - Present resources assigned puts us in the lower tier in terms of level of effort committed
    - Three (3) part time at %50+
    - larger number involved but %5 or less
  - Recommend two (2) FTE to staff/support effort
  - Duties:
    - Support the study teams throughout the CA process
    - Serve as catalyst to keep project on track
    - Serve as liaison and support to the KPMG contractor, study team, and CA Coordinator
    - Provide outside perspective during the Management Study phase of the CA process

# Steering Committee Issues

## • **TRADOC Acquisition Strategies**

- Acquisition strategy proposed:

**Cost + Award Fee - low cost/technically acceptable**

- Issue:

- Price is dominant consideration in source selection
  - Contract type will result in Gov't payment of all costs incurred regardless of the quality/amount of the service
  - Contractor past performance not a selection factor
  - Contractor need meet only minimum level of service

- Recommendation: Best Value Contract Strategy

- Will work through action officer levels first
  - May need CG to carry the message back to TRADOC

# Steering Committee Issues

## Residual Organization Functions

- Command Group VI Specialist Position
  - Removed from the scope of the TSC Study
  - TRADOC approval Feb. 00
- Casualty
  - Tasks closely tied to Mortuary Affairs (GIN)
  - Propose to remove Casualty Affairs support from PWS & place in RO

# Steering Committee Issues

## Residual Organization Functions

- Officer Strength Management
  - Requisition & Slating
  - Career Management Support
    - Positions for Career Advancement
    - Reassignments
    - Schooling Opportunities
  - Propose to remove Officer Strength Management from PWS & place in RO
    - All other support functions remain in PWS

# AG CA Study Issues

- SRP for 11th Signal Brigade
  - Currently conducted monthly
  - Propose to conduct as required, prior to deployment
- Holdover Status Meeting
  - Currently conducted bi-monthly
  - Request decision to include/exclude from PWS

# AG CA Study Issues

- Cemetery Support Functions
  - Currently performed by Casualty
    - Lowering casket, setting up equipment
  - Currently DIS-Administered Contractor
    - Preparing & filling grave, placing of headstone
  - Propose to modify existing contract/establish new contract to provide full services

# Steering Committee Decisions

**Issue:** Resourcing the CA effort at Ft. Huachuca was discussed. An evaluation of other TRADOC and FORSCOM installations undertaking similar efforts was reviewed. Ft. Huachuca was in the bottom tier in terms of FT committed resources. A request for two additional FT resources was made to the Steering Committee and approved. COL Boltz from CL offered to provide a GS-11/12 for the duration of the CA study effort. Resources and options for the second position were left open.

**Decision: Resource the Commercial Activity effort with two (2) additional Full Time people.**

**Decision: Continuous Learning will nominate one person to support the effort.**

**Action: COL Boardman/Matt Walsh - determine means for filling additional position**

# Steering Committee Decisions

**Issue:** Ms. Gloria Golden provided an information paper on the TRADOC contracting strategy for the CA efforts under study at Ft. Huachuca (AG, DOIM, TSC) and associated impacts. The consensus was that the Low Price/Technically Acceptable strategy combined with a Cost+ Award Fee would result in reduced levels of support and potential increased costs over the term of the contract.

**Decision:** **To recommend a change to the TRADOC strategy to effect a better contract vehicle to meet our mission support needs**

**Action:** **Gloria Golden**